

**The Tenure Process**  
**at**  
**Las Positas College**

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**Dr. Stuart McElderry, Dean of Academic Services**

**New Faculty Orientation**

**Fall 2019**

# Dean Nan Ho on the Tenure Process

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*Hiring new faculty is exciting, and everyone wants you to succeed and become a colleague for years to come. You were chosen as full-time faculty through a lengthy and thoughtful process. Your tenure review is similar, a chance for you to demonstrate your special talents, skills, vision. During each successive year of the 4 year process, there should be a progression of more and more engagement in the work of the department and college and even beyond. I consider it a success when a faculty member has already begun shaping the college by the end of the process.*

*I wish you the best,*

*Nan*

*everyone wants you to succeed and become a colleague for years to come.*

*tenure review is . . . a chance for you to  
demonstrate your special talents, skills, vision.*

*4 year process*

*should be a progression of more and more engagement in the work of  
the department and college and even beyond.*

success when a faculty member has already begun  
shaping the college by the end of the process.

# So what exactly is tenure and the process for earning it?

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- “Tenure” = Permanent, as opposed to probationary, status.
  - Benefits of Permanent Status
- Process governed by Ed. Code (state law) and provision of the contract between the District and the Faculty Association. (Article 14A)
- Example of “Shared Governance” (AB 1725)
  - Both the District & the Faculty participate in the process and determine the outcome.



# Guiding Principles of Tenure Review Process

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- **Non Discrimination**

- Nothing about “private life” is considered.

- **Use of Anonymous Materials**

- Prohibited save for “anonymous” student evaluations on negotiated forms.

- **Forms**

- Only negotiated forms are permitted.

# Guiding Principles of Tenure Review Process

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- **Written Responses**
  - Right to append written responses to evaluation reports.
- **Retention Data**
  - May be used to develop strategies for improvement; may not be used to deny tenure.
- **Non Retaliation**
  - No retaliation for opinions, verbal or written.
- **Reassigned Time**
  - No reassigned time for first 2 years in process.

## 4 “Years”, 3 Contracts

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- Year 1; Contract 1
- Year 2; Contract 2
- Year 3; Contract 3 (two-year contract)
- Year 4; Contract 3

# Faculty Standards

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- **Excellence in Working with Students**
  - Subject knowledge; rigor; recognizes diversity in qualities and learning styles, etc.
- **Collegial Participation**
  - Curriculum development, program needs, governance, committees, campus life, etc.
- **Professional and Personal Enrichment**
  - Conferences, workshops, classes, seminars, professional meetings, publishing, etc.
- **Professional Responsibilities**
  - SLOs, Rosters, Grades, curriculum updates, division & Town Hall meetings, commencement, Flex Day, etc.

# Year One; Contract 1

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- **Level One Tenure Review Committee**
  - 2 Tenured Faculty (one in discipline or related discipline) & Dean
- **Professional Review (due Oct. 1), Classroom Materials**
  - 1-2 page description of assignment
  - Syllabi, handouts, etc.
- **3 Class Visits, Student Surveys, & Report**
- **Dean's Review & Meeting (by Dec. 1)**
- **Level One Tenure Review Committee Report & Recommendation (by Dec. 16)**
- **March 15 Notification**

# Year Two; Contract 2

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- **Professional Review (due Oct. 1), Classroom Materials**
  - 3-8 page description of previous year's activity related to Faculty Standards
  - Syllabi, handouts, etc.
- **3 Class Visits, Student Surveys, & Report**
  - Visits may occur any time after March 15 of Year 1 through Fall of Year 2
- **Dean's Review & Meeting (by Dec. 1)**
- **Level One Tenure Review Committee Report & Recommendation (by Dec. 16)**
- **March 15 Notification**

# Year Three; Contract 3

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- **Professional Review (by Oct 1), Classroom Materials**
  - 3-8 page description of previous year's activity related to Faculty Standards
  - Syllabi, handouts, etc.
- **3 Class Visits, Student Surveys, & Report**
  - Visits may occur any time after March 15 of Year 2 through Fall of Year 3
- **Dean's Review & Meeting (by Dec. 1)**
- **Level One Tenure Review Committee Report & Recommendation (by Dec. 16)**

# Year Four; Contract 3

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- **Professional Review (by Oct 1), Classroom Materials**
    - 3-8 page description of previous year's activity related to Faculty Standards
    - Syllabi, handouts, etc.
  - **2 Student Surveys & Report**
    - Surveys done during Fall of Year 4
  - **Dean's Review & Meeting (by Dec. 1)**
  - **Level One Tenure Review Committee Report & Recommendation (by Dec. 16)**
  - **Level Two Tenure Review Committee & Recommendation**
    - Appropriate Vice President & Tenured Faculty Member (Program coordinator pref) who was not on Level One committee.
  - **Presidential Tenure Review Committee (only if necessary)**
  - **March 15 Notification**



# Tenured Faculty Member

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- **Congratulations! Now what???**